



Metropolitan Area EMS Authority (MAEMSA)

dba MedStar Mobile Healthcare

Board of Directors

June 27, 2024

**METROPOLITAN AREA EMS AUTHORITY
DBA MEDSTAR MOBILE HEALTHCARE
AMENDED NOTICE OF MEETING**

Date and Time: June 27, 2024 at 10:00 a.m.

Location: MedStar Board Room, 2900 Alta Mere Drive, Fort Worth, TX 76116

The public may observe the meeting in person, at <https://meetings.ringcentral.com/j/1476276994> or by phone at (469) 445-0100 (meeting ID : 147 627 6994).

AGENDA

- | | | | |
|-------------|-------------------------------|--|----------------------------|
| I. | CALL TO ORDER | | Councilman Flores |
| II. | INTRODUCTION OF GUESTS | | Councilman Flores |
| III. | CITIZEN PRESENTATIONS | <p>Members of the public may address the Board on any posted agenda item and any other matter related to Authority business. All speakers are required to register prior to a meeting using the link on the Authority’s website, (see, http://www.medstar911.org/board-of-directors/ where more details can be found, including information on time limitations). The deadline for registering is 4:30 p.m. June 26, 2024. No person shall be permitted to speak on an agenda item or address the Board during Citizen Presentations unless they have timely registered and have been recognized by the Chair.</p> | |
| IV. | CONSENT AGENDA | <p>Items on the consent agenda are of a routine nature. To expedite the flow of business, these items may be acted upon as a group. Any board member may request an item be removed from the consent agenda and considered separately. The consent agenda consists of the following:</p> | |
| | BC – 1599 | Approval of Board Minutes for May 23, 2024 | Councilman Flores
Pg. 1 |
| | BC – 1600 | Approval of Check Register for May | Councilman Flores
Pg. 5 |

V. NEW BUSINESS

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|---------|--|--|
| IR- 232 | MAEMSA City of Fort Worth Board Appointee Update | Councilman Flores |
| IR- 233 | EMS Transition Update | Frank Gresh, Project Mgr
Fitch & Associates |

VI. MONTHLY REPORTS

- | | | |
|-----------|---------------------------------------|--|
| A. | Chief Executive Officer Report | Kenneth Simpson |
| B. | Office of the Medical Director Report | Dwayne Howerton
Dr. Jeff Jarvis |
| C. | Chief Financial Officer | Steve Post |
| D. | Human Resources | Leila Peeples |
| E. | FRAB | Fire Chief Jim Davis
Fire Chief Doug Spears |
| F. | Operations | Chris Cunningham |
| G. | Compliance Officer/Legal | Tammy Ardolf
Taylor, Olson, Adkins,
Sralla & Elam, LLP |
| H. | EPAB | Dr. Brad Commons |

VII. OTHER DISCUSSIONS

- | | | |
|-----------|----------------------------------|-------------------|
| A. | Requests for future agenda items | Councilman Flores |
|-----------|----------------------------------|-------------------|

VIII. CLOSED SESSION

The Board of Directors may conduct a closed meeting in order to discuss matters permitted by any of the following sections of Chapter 551 of the Texas Government Code, including but not limited to any item on this agenda:

1. Section 551.071: To seek the advice of its attorney(s) concerning pending or contemplated litigation or a settlement offer, or on any matter in which the duty of the attorney to the Board and the Authority to maintain confidentiality under the Rules of

Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act, including without limitation, consultation regarding legal issues related to matters on this Agenda and consultation with retained counsel, Ritu Cooper, Hall, Render, Killian, Heath & Lyman, P.C. related to Texas Office of Inspector General Investigation;

2. Section 551.072: To deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the Authority in negotiations with a third person;
3. Section 551.074: To (1) deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Chief Executive Officer; or (2) to hear a complaint or charge against an officer or employee; or
4. Section 551.089: To deliberate security assessments or deployments relating to information resources technology; network security information; or the deployment of, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.

The Board may return to the open meeting after the closed session and may take action on any agenda item deliberated in the closed section.

XI. ADJOURNMENT

MINUTES

METROPOLITAN AREA EMS AUTHORITY DBA MEDSTAR MOBILE HEALTHCARE BOARD OF DIRECTORS REGULAR MEETING May 23, 2024

The Metropolitan Area EMS Authority Board of Directors conducted a meeting at the offices of the Authority, with some members participating by video conference call pursuant to Section 551.127(c) of the Texas Government Code. The public was invited to observe the meeting at that location, or by phone or video conference.

I. CALL TO ORDER

Chair Carlos Flores called the meeting to order at 10:06 a.m.

Board members participating through video conference: Dr. Janice Knebl, Dr. Brad Commons, Fire Chief Jim Davis, Bryce Davis, and Teneisha Kennard. Board members physically present were Chair Councilman Carlos Flores, Dr. Chris Bolton, Fire Chief Doug Spears, Susan Alanis, Ken Simpson (Ex-officio non-voting) and Dr. Jeff Jarvis (Ex-officio non-voting). Others present were Chad Carr, Chris Cunningham, Dwayne Howerton, Leila Peeples, and Steve Post.

Guests on phone or in person as attendees: Fire Chief Brian Jacobs, Dr. Brian Miller, Anita Meadows, April Huse, Bradley Crenshaw, Brandon Pate, Cerenity Jenkins Jones, Dani Briones, Desiree Partain, Diana Anderson, Emily Vinson, Heath Stone, Jason Weimer, Jennifer Fee, Jeremy Kelley, Jose Talavera, Kayden Bathory, Kerby Johnson, Kier Brister, Kristine Martinez, LaChandra Goynes, Lindy Curtis, Matthew Willens, Michael Griffith, Monica Cruz, Nick Bombardier, Odelle Carrette, Pete Rizzo, Rhode Ontivero Romero, Ricky Hyatt, Rosa Palacios, Scott Mesick, Shaun Curtis, Maerissa Thomas, and William Gleason.

II. INTRODUCTION OF GUESTS

Chair Carlos Flores introduced City of Fort Worth Assistant City Manager Valarie Washington, City of Fort Worth Deputy City Manager Mark McDaniel, City of Fort Worth Assistant Attorney Taylor Paris, and Tammy Ardolf with Toase Law Firm, and David Phillips with Falck Ambulance. Valarie Washington introduced Dr. Steve Knight, Thomas Moore, and Guillermo Fuentes with Fitch & Associates.

III. CONSENT AGENDA

BC-1596 Approval of Board Minutes for April 25, 2024
BC-1597 Approval of Check Register April

The motion to approve all items on the Consent Agenda was made by Dr. Chris Bolton and seconded by Doug Spears. The motion carried unanimously.

IV. NEW BUSINESS

BC - 1598 24/25 Ambulance Chassis & Remount

The motion to approve the purchase of 18 ambulance chassis and remounts was made by Doug Spears and seconded by Dr. Chris Bolton. The motion carried unanimously.

IR- 231 Update Board of Directors on May 21st Fort Worth City Council Vote regarding MedStar and Future EMS Services

Val Washington informed the Board, the resolution to oversee EMS services was passed by The Fort Worth City Council on May 21st. Dr. Steve Knight provided a brief overview of the transition process to the Board.

V. MONTHLY REPORTS

- A.** Chief Executive Officer – Ken Simpson referred to Tab A and informed the Board, The City of Fort Worth has approved the resolution which will dissolve the authority and merge MedStar and the City of Fort Worth. We have held a couple of town hall meetings with our workforce leading up to the resolution with positive feedback and anticipate having another town hall meeting at Bob Bolen soon. We will be working closely with The City of Fort Worth to plan a budget and integrate steps from Fitch & Associates. Ken Simpson informed the Board, that the Finance section of the Board packet shows a 50% increased trend in health insurance costs compared to last year due to some significant health issues with employees that has pushed us a higher than budgeted.
- B.** Office of the Medical Director – Dr. Jarvis referred to Tab B to review our performance measures and offered a reminder that June is our targeted focused CE in combination with our fire partners for cardiac arrest. Dwayne Howerton informed the Board, we are a step closer to initiating blood products in our EMS system the field with more to come.
- C.** Chief Financial Officer– Steve Post referred to Tab C and provided a summary to the Board.
- D.** Chief Human Resources Officer- Leila Peeples referred to Tab D and informed the Board, we are continuing to have conversations with the City of Fort Worth regarding the transition plan and diligently working on providing information as it occurs. The employees were recently provided with a link to the “MedStar Transition” on the City of Fort Worth site with up-to-date communication.
- E.** FRAB – Chief Spears informed the Board, the Fire Chiefs remain engaged during this transition and many of them have given presentations to their City Council.
- F.** Operations – Chris Cunningham referred to Tab F and informed the Board that the team continues to stay focused on the mission to provide care to patients and team members.

G. Compliance and Legal – Chad Carr referred to Tab G.

H. EPAB – Dr. Brad Commons informed the Board, they are keenly interested in supporting the transition as MedStar dissolves and folds into a new structure, continuing to support the Office of the Medical Director, and keep a close connection with the community and hospitals.

VI. REQUEST FOR FUTURE AGENDA ITEMS

None.

VII. CLOSED SESSION

None.

VIII. ADJOURNMENT

The Board stood adjourned at 10:30 a.m.

Respectfully submitted,

Douglas Spears
Secretary

**MAEMSA
BOARD COMMUNICATION**

Date: 06.27.2024	Reference #: BC-1600	Title: Approval of Board of Check Register
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RECOMMENDATION:

It is recommended that the Board of Directors approve the check register for May.

DISCUSSION:

N/A

FINANCING:

N/A

Submitted by: <u>Kenneth Simpson</u>	Board Action:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Continued until _____
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AP Check Details Over 5000.00
For Checks Between 5/1/2024 and 5/31/2024



Check Number	CK Date	Vendor Name	Check Amount	Description
116184	5/2/2024	Bound Tree Medical LLC	12,192.39	Various Medical Supplies
116189	5/2/2024	Fort Worth Heat & Air	10,242.50	Add Refrigerant to Unit, HVAC Maint - NDC, HVAC Maint - Main
116196	5/2/2024	Medic Built LLC	55,813.00	Remount Conversion
116197	5/2/2024	Medical Priority Consultants	7,500.00	Priority Dispatch AI SkillLab
116198	5/2/2024	Medline Industries, Inc.	5,903.81	Various Medical Supplies
116201	5/2/2024	OMDA US Inc	15,600.00	DEL - EM - Optima Predict
116213	5/2/2024	RQI Partners	12,850.00	RQI - Annual Subscription
116227	5/9/2024	Bound Tree Medical LLC	23,043.35	Various Medical Supplies
116236	5/9/2024	Maintenance of Ft Worth, Inc.	6,148.56	Janitorial Services and Supplies
116252	5/9/2024	Reliable Dental Supply and Service	9,169.04	Various Medical Supplies
116262	5/9/2024	U.S. Lawns	13,995.02	Landscape Maintenance
116265	5/9/2024	XL Parts	5,172.52	Various Parts
116341	5/16/2024	Airgas USA, LLC	7,732.57	Cylinders and Rentals
116346	5/16/2024	Bound Tree Medical LLC	13,780.42	Various Medical Supplies
116348	5/16/2024	Collection Management Company	19,710.91	Collection Services
116349	5/16/2024	Communication Center Specialists Inc.	6,375.00	Comm Console Annual Cleaning
116352	5/16/2024	CyrusONE	8,457.76	Colocation/Bandwidth
116358	5/16/2024	Hig Smith Company LLC	15,963.75	Compensation Study
116361	5/16/2024	ImageTrend	23,219.00	Monthly Fee - Elite EMS SaaS
116383	5/16/2024	Paranet Solutions	39,690.79	Monthly IT Charges - May24
116398	5/16/2024	TML Intergovernmental Risk Pool	90,109.63	Liability Deductible/Contributions
116493	5/23/2024	Amazon Marketplace	5,707.10	TPMS Diagnostic tool, New Ipads for remounts, Items for EMS Week, Walsh Ranch soap
116499	5/23/2024	Bound Tree Medical LLC	11,293.26	Various Medical Supplies
116520	5/23/2024	The State of Texas	8,454.32	Microsoft Subscription
116522	5/23/2024	XL Parts	5,312.67	Various Parts
116524	5/24/2024	Southwest Ambulance Sales LLC	335,972.87	Replace totaaled ambulance M41 VIN #19506
116531	5/30/2024	Bound Tree Medical LLC	16,045.55	Various Medical Supplies
116538	5/30/2024	Medic Built LLC	29,248.89	Paint repair for M94 remount, M92 paint and body remount, M80 paint repair remount
116540	5/30/2024	Medline Industries, Inc.	8,765.77	Various Medical Supplies
116556	5/30/2024	The EMS Training School	8,000.00	Paramedic Tuition - A Burkhart
116559	5/30/2024	XL Parts	5,086.32	Various Parts
116560	5/30/2024	Zoll Data Systems Inc	8,332.53	Zoll Data-Qtly Maintenance
2780606	5/6/2024	Direct Energy Business	6,941.73	Electric Services

AP Check Details Over 5000.00
For Checks Between 5/1/2024 and 5/31/2024



Check Number	CK Date	Vendor Name	Check Amount	Description
4918109	5/1/2024	Frost	39,363.52	Frost Loan #39001
4957885	5/9/2024	UMR Benefits	70,656.38	Health Insurance Premium - May
4957901	5/9/2024	MetLife - Group Benefits	44,303.59	Dental/Vision/Basic Life/STD/Supp Life
4987299	5/16/2024	WEX Bank	155,929.91	Fuel Bill
5012024	5/1/2024	Frost	61,053.88	Frost Loan #30001
5022024	5/2/2024	Frost	38,540.62	Frost Loan #4563-001
5056464	5/31/2024	UT Southwestern Medical Center	16,224.00	Contract Services - B. Miller
5056498	5/31/2024	Integrative Emergency Service Physician	15,600.00	Contract Services - A. Cornelius
5162024	5/16/2024	JP Morgan Chase Bank, N.A.	14,181.94	MasterCard Bill
19001297	5/6/2024	AT&T	16,470.68	Cell Phones/Aircards

Tab A – Chief Executive Officer

Chief Executive Officer's Report- June 1, 2024

MedStar & Fort Worth Fire Integration: The integration process is continuing. We have been working with the City of Fort Worth and Fitch and Associates over the past few weeks on topics such as assets, budgets, personnel, etc. Fitch has placed Mr. Frank Gresh on site at MedStar, and he is occupying one of our offices. The City of Fort Worth provided a first draft of a memorandum of understanding to facilitate the transition of EMS operations under the Fort Worth Fire Department and the dissolution of MedStar. Feedback from the suburban cities has been requested, and the City of Fort Worth has committed to providing the suburban cities with a draft service level agreement by June 14th. We are working closely with all parties to stay on top of personnel changes, notifications, and future communications.

Jail Invoices: We have fully executed agreements with both JPS and the City of Fort Worth for inmate transfers. JPS has started paying their invoices, and we are invoicing the City of Fort Worth. We appreciate everyone working to get these contracts completed.

Retirement Vesting: We are working to make changes to our retirement accounts to allow for immediate vesting. Team members currently vest after five years of service. Given the integration that is imminent, it does not make sense that the team members should be deprived of their vesting amount when they continue providing EMS services to the service area of MedStar.

The matching funds from the retirement accounts are contributed by MedStar monthly, so there is no unusual cash impact. This will, however, allow the employees to keep their matching funds when they are moved out of the MedStar organization and into the future EMS organization.

Board Openings: Dr. Janice Knebl and Susan Alanis have resigned their Board seats. We anticipate the City of Fort will have replacements named in the very near future. We appreciate the service and input that Dr. Knebl and Ms. Alanis provided during their time on the Board. They helped MedStar overcome some significant obstacles and provided guidance and support to enable the organization to successfully navigate through the challenges presented from COVID and some significant organizational changes.

Budget: After the new Board members are named, we will review our draft budget. There are a lot of things that are uncertain as we go into the next fiscal year, but we will be taking steps to explain next year's forecast to the Board so the budget can be approved in August or September. We anticipate offering a budget workshop to Board members in late July or early August. This year, given the transition, it may be prudent to approve the budget six months at a time.

Performance: The MedStar organization continues to perform well and remain focused on our primary objectives of providing service to the citizens of our call areas. We have been meeting response time expectations at the 85th percentile, which is what the system was designed to do, for the last four months, and we started seeing a marked improvement in October of 2023. This comes from a significant focus by the Operations team, Human Resources team, Communications team and the Office of the Medical Director as it has required significant onboarding, appropriate resource utilization and deployment. Likewise, we have seen improvements in cardiac arrest outcomes because of the collaborative work with the Office of the Medical Director and our First Responder Organizations. Our finance team has also done a tremendous job at getting invoices billed appropriately and following up on outstanding accounts. As we go into the summer months and continue with the transition it will be important that we all maintain this focus to keep up these high levels of performance.

Tab B --Office of the Medical Director



Improving Systems and Educating Clinicians to Enhance Patient Outcomes

System Initiatives

- Chain of Survival
 - Improvement project to enhance survival of patients in cardiac arrest.
- Operation Safe Intubation
 - Implementation project for introduction of paralytics into the invasive airway management protocol in a safe patient-centric manner.
- STEMI
 - Improvement project to capture a 12-lead EKG within 10 minutes of patient contact to enhance early identification of individuals having a heart attack.

Education and Training

- OMD 24Q2CE – June
 - System wide joint training on Medical Cardiac Arrest protocol update
 - System training-site support
 - Bob Bolen
 - Haltom City
 - MedStar
 - Saginaw
 - Integrated instructors
 - FWFD
 - Haltom City FD
 - MedStar
 - OMD
 - Saginaw FD
 - 575 providers trained in first 7 days.

Credentialing

- FWFD to send additional Paramedics through the Advanced upgrade credentialing process.

Quality & System Performance

The Office of the Medical Director provides medical direction for the MedStar System and First Responder Organizations in the Fort Worth, Texas area.



- System performance measures are currently undergoing process validation. These will be presented at the July meeting.

The Office of the Medical Director provides medical direction for the MedStar System and First Responder Organizations in the Fort Worth, Texas area.

www.fwomd.org

Tab C – Chief Financial Officer

Metropolitan Area EMS Authority dba MedStar Mobile Healthcare
Finance Report – May 31, 2024

The following summarizes significant items in the May 31, 2024, Financial Reports:

Statement of Revenues and Expenses:

Month to Date: Net Income for the month of May 2024 is a gain of \$202,808 as compared to a budgeted loss of (\$147,145) for a positive variance of \$349,954. EBITD for the month of May 2024 is a gain of \$583,291 compared to a budgeted gain of \$229,346 for a positive variance of \$353,944.

- Patient contact volume in May ended the month at 104% to budget.
- Net Revenue in May is \$685,694K over budget or 113% to budget. The main drivers of the variance are MedStar billed 4% more Commercial Insurance trips than expected and patient contact volume is 104% to budget.
- Total Expenses ended the month 106% to budget or \$335K over budget. In May, MedStar incurred additional expenses in Salaries of Benefits of \$207K and Benefits and Taxes of \$125K. The contributing factor in this overage is MedStar incurred board approved severance of \$149K and \$95K in employee insurance claims. The total of all other line-item expenses is above budget by \$3K.

Year to Date: EBITD is \$4,298,883 as compared to a budget of \$2,361,918 for a positive variance of \$1,936,964.

- The main drivers for this variance are YTD patient encounters are 103% to budget and YTD net revenue is 108% to budget equating to a YTD positive variance to budget for Net Revenue of \$3,317,306. Year to date expense is 103% to budget or \$1,468,188 over budget. The main driver for the overage in expense is Benefits and Taxes is above budget by \$1,596M, vehicle and equipment maintenance is above budget by \$22K, Facility and Equipment Maintenance is above budget by \$52K and Professional Fees (specifically collection fees) are above budget by \$127K. The total of all other expense lines is below budget by a total of (\$331K) for the year.

Key Financial Indicators:

- Current Ratio – MedStar has \$10.87 in current assets (Cash, receivables) for every dollar in current debt. (Goal: a score of \$1.5 to 3.0 is considered healthy.)
- Cash Reserves – The Restated Interlocal Cooperative Agreement mandates 3 months of operating capital. As of May 31, 2024, there are 4 months of operating capital.
- Accounts Receivable Turnover – This statistic indicates MedStar’s effectiveness in extending credit and collecting debts by indicating the average age of the receivables. MedStar’s goal is a ratio greater than 3.0 times; current turnover is 5.2 times.
- Return on Net Assets – This ratio determines whether the agency is financially better off than in previous years by measuring total economic return. An improving trend indicates increasing net assets and the ability to set aside financial resources to strengthen future flexibility. Through October, the return is 2.21%.

MAEMSA/EPAB cash reserve balance as of May 31, 2024, is \$475,470.69.

Metropolitan Area EMS Authority dba MedStar Mobile Healthcare

Balance Sheet By Character Code

For the Period Ending May 31, 2024

Assets	Current Year	Last Year
Cash	\$22,491,831.91	\$16,910,576.59
Accounts Receivable	\$13,005,848.71	\$10,159,254.54
Inventory	\$505,000.95	\$409,910.36
Prepaid Expenses	\$1,274,147.11	\$1,746,375.93
Property Plant & Equ	\$67,168,421.58	\$70,289,108.21
Accumulated Deprecia	(\$26,345,143.47)	(\$29,456,347.59)
Total Assets	\$78,100,106.79	\$70,058,878.04
Liabilities		
Accounts Payable	(\$508,018.53)	(\$430,241.80)
Other Current Liabil	(\$2,591,068.37)	(\$2,274,389.45)
Accrued Interest	\$0.00	(\$7,781.31)
Payroll Withholding	\$10,879.73	\$14,463.86
Long Term Debt	(\$2,707,714.46)	(\$3,038,061.52)
Other Long Term Liab	(\$5,801,737.39)	(\$8,333,094.86)
Total Liabilities	(\$11,597,659.02)	(\$14,069,105.08)
Equities		
Equity	(\$65,757,291.76)	(\$57,552,004.46)
Control	(\$745,156.01)	\$1,562,231.50
Total Equities	(\$66,502,447.77)	(\$55,989,772.96)
Total Liabilities and Equities	(\$78,100,106.79)	(\$70,058,878.04)

Metropolitan Area EMS Authority dba MedStar Mobile Healthcare

Statement of Revenue and Expenditures

As of May 31, 2024

[Actual compared with Budget]

Revenue	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Transport Fees	\$22,602,565.93	\$21,878,950.00	\$723,615.93	\$171,206,558.56	\$166,151,079.00	\$5,055,479.56
Contractual Allow	(\$8,119,122.84)	(\$9,560,094.00)	\$1,440,971.16	(\$73,121,595.83)	(\$72,600,378.00)	(\$521,217.83)
Provision for Uncoll	(\$8,848,205.70)	(\$7,149,109.42)	(\$1,699,096.28)	(\$55,119,804.25)	(\$54,196,199.36)	(\$923,604.89)
Education Income	\$65.00	\$1,050.00	(\$985.00)	\$32,584.90	\$71,100.00	(\$38,515.10)
Other Income	\$143,895.59	\$124,456.03	\$19,439.56	\$1,146,481.91	\$1,678,473.24	(\$531,991.33)
Standby/Subscription	\$268,087.15	\$66,289.94	\$201,797.21	\$1,194,693.65	\$974,435.52	\$220,258.13
Pop Health PMPM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
interest on Investme	\$51.67	\$100.00	(\$48.33)	\$21,676.87	\$800.00	\$20,876.87
Gain(Loss) on Dispos	\$0.00	\$0.00	\$0.00	\$36,021.31	\$0.00	\$36,021.31
Total Revenue	\$6,047,336.80	\$5,361,642.55	\$685,694.25	\$45,396,617.12	\$42,079,310.40	\$3,317,306.72
Expenditures						
Salaries	\$3,557,630.64	\$3,350,044.00	\$207,586.64	\$26,055,496.23	\$25,841,668.00	\$213,828.23
Benefits and Taxes	\$751,620.24	\$626,429.00	\$125,191.24	\$6,011,906.40	\$4,415,432.00	\$1,596,474.40
Interest	\$21,055.02	\$17,534.51	\$3,520.51	\$235,509.88	\$197,930.64	\$37,579.24
Fuel	\$161,899.91	\$184,900.00	(\$23,000.09)	\$1,185,090.01	\$1,420,587.00	(\$235,496.99)
Medical Supp/Oxygen	\$194,492.43	\$209,573.00	(\$15,080.57)	\$1,515,970.31	\$1,595,562.00	(\$79,591.69)
Other Veh & Eq	\$49,416.24	\$59,397.00	(\$9,980.76)	\$441,510.93	\$419,132.00	\$22,378.93
Rent and Utilities	\$44,678.36	\$58,734.94	(\$14,056.58)	\$363,145.94	\$469,873.54	(\$106,727.60)
Facility & Eq Mtc	\$94,185.14	\$64,956.81	\$29,228.33	\$680,070.83	\$627,304.48	\$52,766.35
Postage & Shipping	\$14.49	\$1,806.83	(\$1,792.34)	\$8,702.85	\$14,454.64	(\$5,751.79)
Station	\$33,873.84	\$33,707.51	\$166.33	\$345,251.92	\$465,917.08	(\$120,665.16)
Comp Maintenance	\$47,280.30	\$55,337.00	(\$8,056.70)	\$355,995.97	\$475,432.00	(\$119,436.03)
Insurance	\$91,821.09	\$57,215.58	\$34,605.51	\$436,030.06	\$466,488.94	(\$30,458.88)
Advertising & PR	\$7,111.40	\$0.00	\$7,111.40	\$11,756.95	\$19,400.00	(\$7,643.05)
Printing	\$649.51	\$1,860.00	(\$1,210.49)	\$5,971.75	\$14,880.00	(\$8,908.25)
Travel & Entertain	\$93.62	\$6,888.00	(\$6,794.38)	\$21,341.00	\$24,954.00	(\$3,613.00)
Dues & Subs	\$108,313.67	\$136,508.00	(\$28,194.33)	\$836,365.31	\$1,020,554.00	(\$184,188.69)
Continuing Educ Ex	\$4,063.00	\$15,707.00	(\$11,644.00)	\$29,299.40	\$94,507.00	(\$65,207.60)
Professional Fees	\$301,693.83	\$267,044.00	\$34,649.83	\$2,401,069.91	\$2,273,429.00	\$127,640.91

Metropolitan Area EMS Authority dba MedStar Mobile Healthcare

Statement of Revenue and Expenditures

As of May 31, 2024

[Actual compared with Budget]

Revenue	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Education Expenses	\$253.51	\$1,225.00	(\$971.49)	\$3,387.18	\$22,400.00	(\$19,012.82)
Miscellaneous	\$761.18	\$962.00	(\$200.82)	\$18,136.89	\$35,416.00	(\$17,279.11)
Depreciation	\$359,427.50	\$358,958.00	\$469.50	\$2,921,931.30	\$2,871,664.00	\$50,267.30
Amortization Exp - Rou A Lease	\$12,622.06	\$0.00	\$12,622.06	\$100,629.85	\$0.00	\$100,629.85
Amortization Exp - ROU A Subsc	\$1,571.15	\$0.00	\$1,571.15	\$270,604.37	\$0.00	\$270,604.37
Total Expenditures	\$5,844,528.13	\$5,508,788.18	\$335,739.95	\$44,255,175.24	\$42,786,986.32	\$1,468,188.92
Net Rev in Excess of Expend	\$202,808.67	(\$147,145.63)	\$349,954.30	\$1,141,441.88	(\$707,675.92)	\$1,849,117.80
EBITD	\$583,291.19	\$229,346.88	\$353,944.31	\$4,298,883.06	\$2,361,918.72	\$1,936,964.34

Metropolitan Area EMS Authority dba MedStar Mobile Healthcare
Key Financial Indicators
May 31, 2024

	Goal	FY 2022	FY 2023	FY 2024
Current Ratio	> 1	6.04	10.88	10.87

Indicates the total short term resources available to service each dollar of short-term obligations. A current ratio in the range of 1.5 to 3.0 is considered healthy.

Cash as % of Annual Expenditures	> 25%	33.49%	35.55%	33.89%
---	-----------------	---------------	---------------	---------------

Indicates compliance with Ordinance which specifies 3 months cash

Accounts Receivable Turnover	>3	9.06	6.21	5.23
-------------------------------------	--------------	-------------	-------------	-------------

long accounts receivable are being aged prior to collection. Our goal is a turnover rate of greater than 3 .

Return on Net Assets	-1.00%	-0.07%	8.61%	2.21%
-----------------------------	---------------	---------------	--------------	--------------

Reveals management's effectiveness in generating profits from the assets available.

Emergency Physicians Advisory Board
Cash expenditures Detail

	<u>Date</u>	<u>Amount</u>	<u>Balance</u>
Balance 1/1/17			\$ 609,665.59
J29 Associates, LLC	2/27/2017	\$ 1,045.90	\$ 608,619.69
Bracket & Ellis	10/30/2017	\$ 12,118.00	\$ 596,501.69
Brackett & Ellis	11/19/2018	\$ 28,506.50	\$ 567,995.19
FWFD Grant	4/3/2019	\$ 56,810.00	\$ 511,185.19
Brackett & Ellis	4/3/2019	\$ 20,290.50	\$ 490,894.69
Brackett & Ellis	11/27/2019	\$ 9,420.00	\$ 481,474.69
Bracket & Ellis	2/6/2020	\$ 1,382.50	\$ 480,092.19
Bracket & Ellis	2/29/2020	\$ 4,621.50	\$ 475,470.69
Balance 05/31/2024			<u><u>\$ 475,470.69</u></u>

Tab D – Chief Human Resources Officer

Human Resources - May 2024 Summary

Staffing

- 0 hires in May
- 105 hires FYTD
- Upcoming Scheduled NEOPs
 - July 22, 2024
 - September 9, 2024
 - October 21, 2024

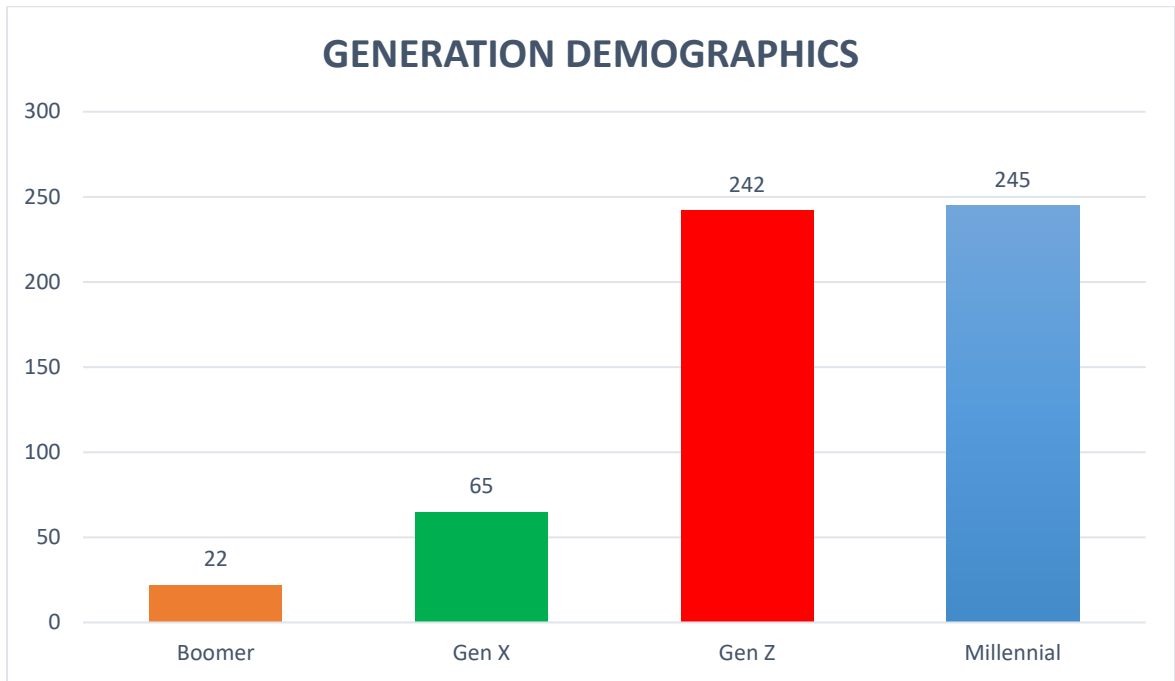
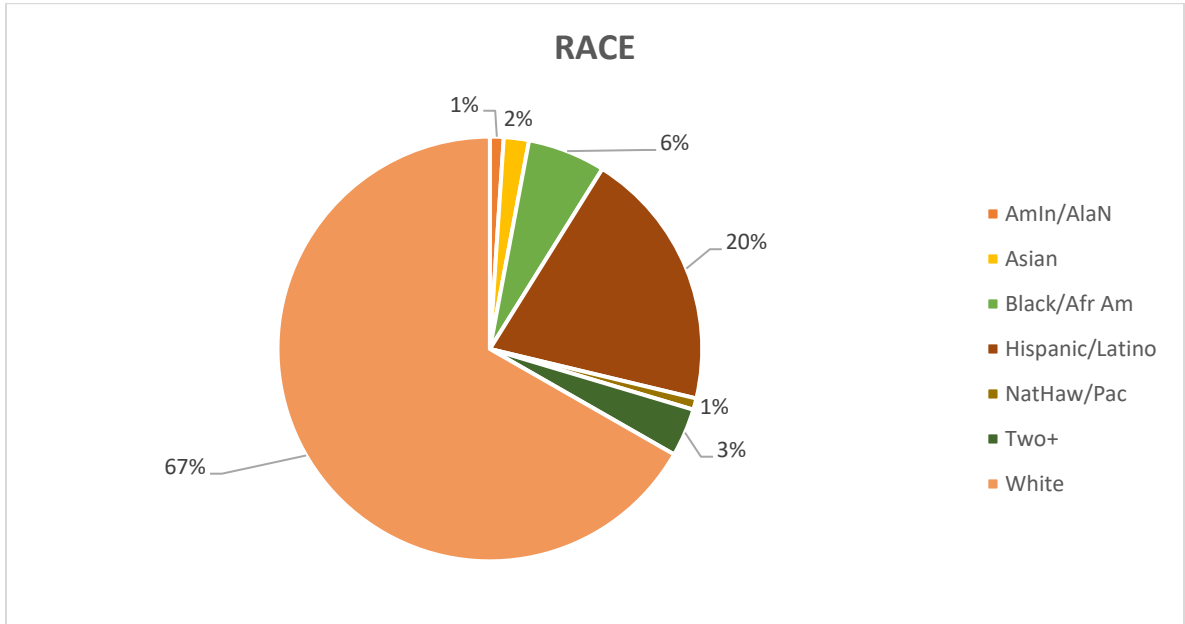
Leaves:

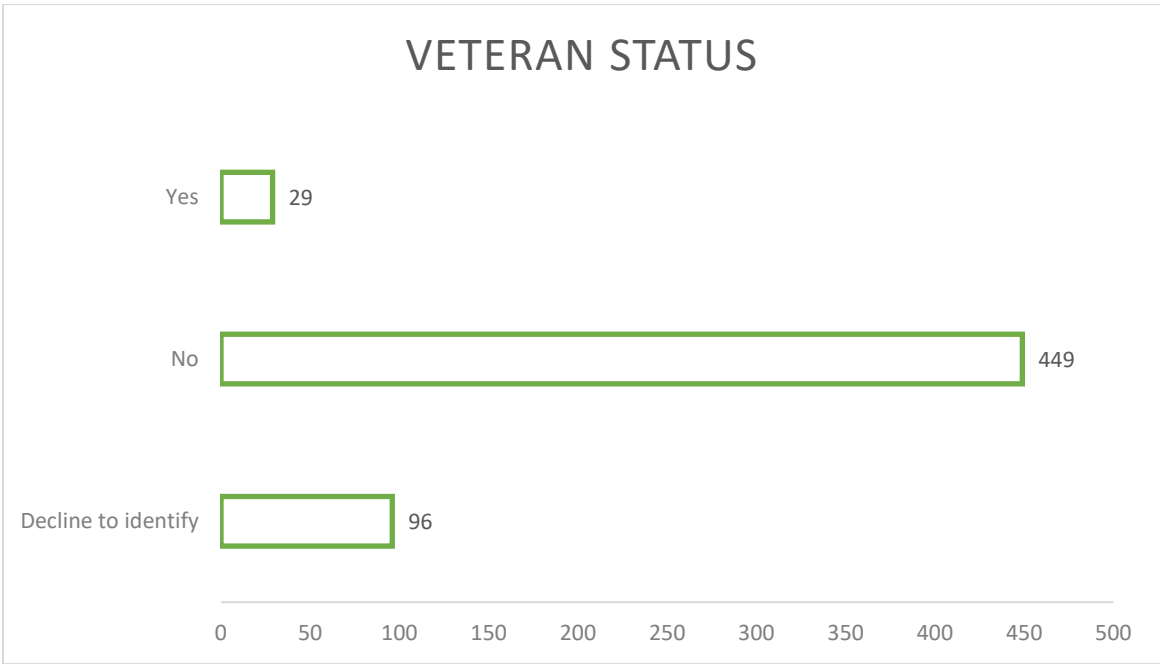
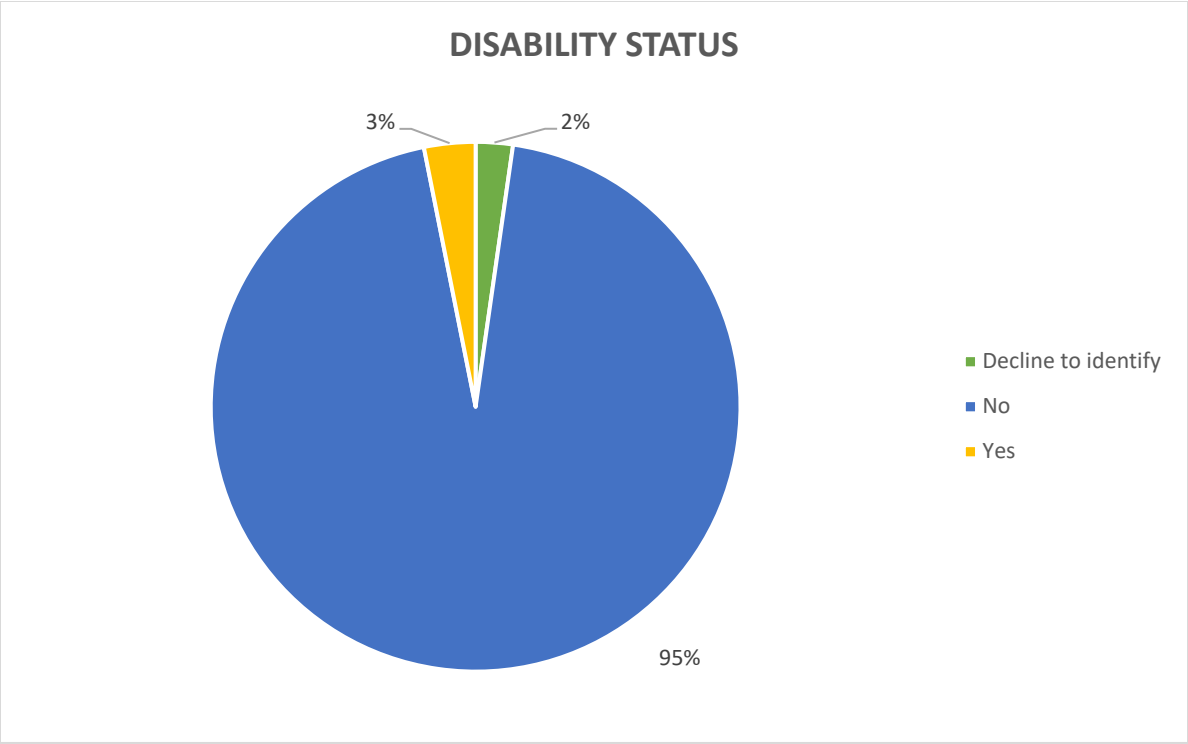
- 37 employees on FMLA / 7.03% of workforce
 - 15 cases on intermittent
 - 22 cases on a block
- Top FMLA request reasons/conditions
 - Orthopedic (10)
 - Obstetrics/Gynecology (9)
 - FMLA-Spouse (6)

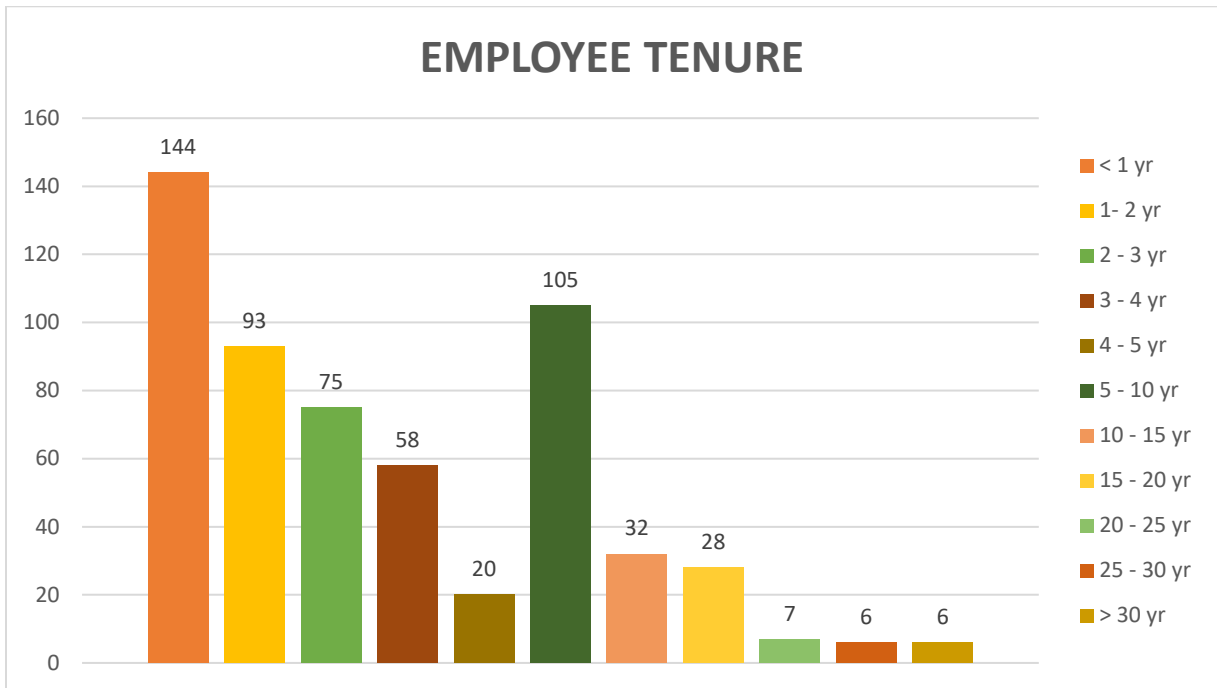
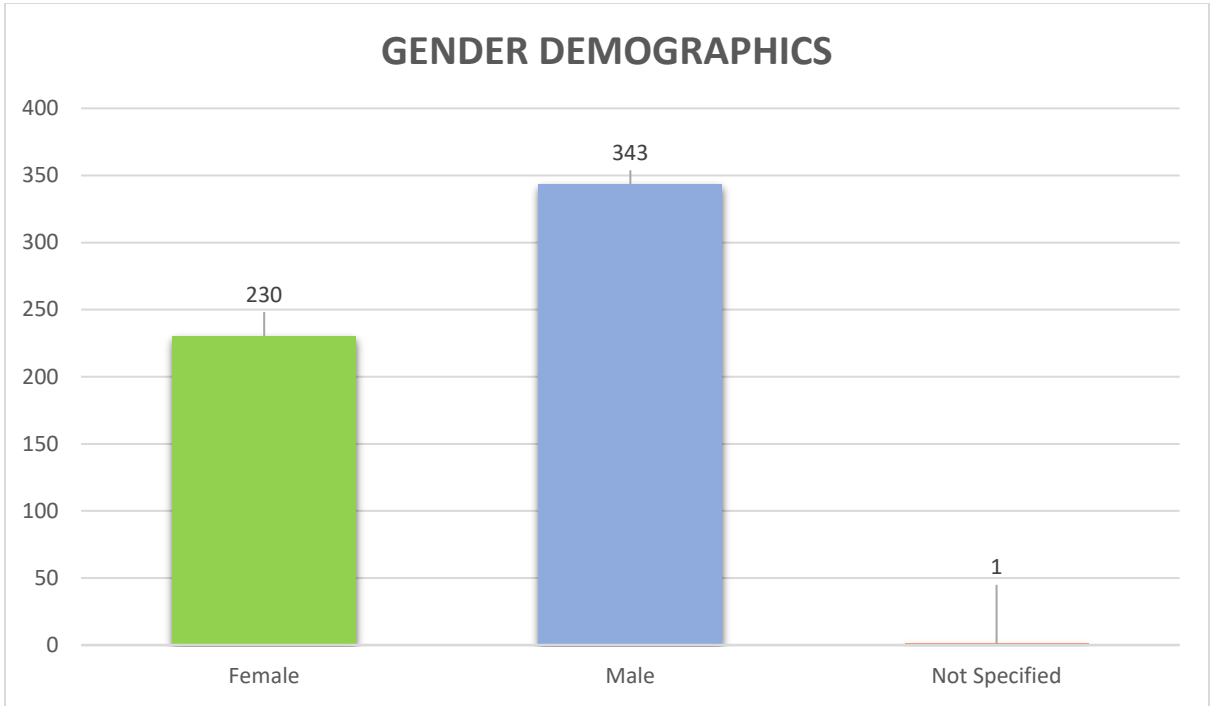
Turnover:

- Voluntary turnover – 1.92%
 - FT – 2.09%
 - PT – 0%
- Total turnover – 2.44%
 - FT – 2.66%
 - PT – 0%
- Total YTD turnover – 11.50%
 - FT – 11.03%
 - PT – 16.67%

MAY 2024 DIVERSITY STATISTICS

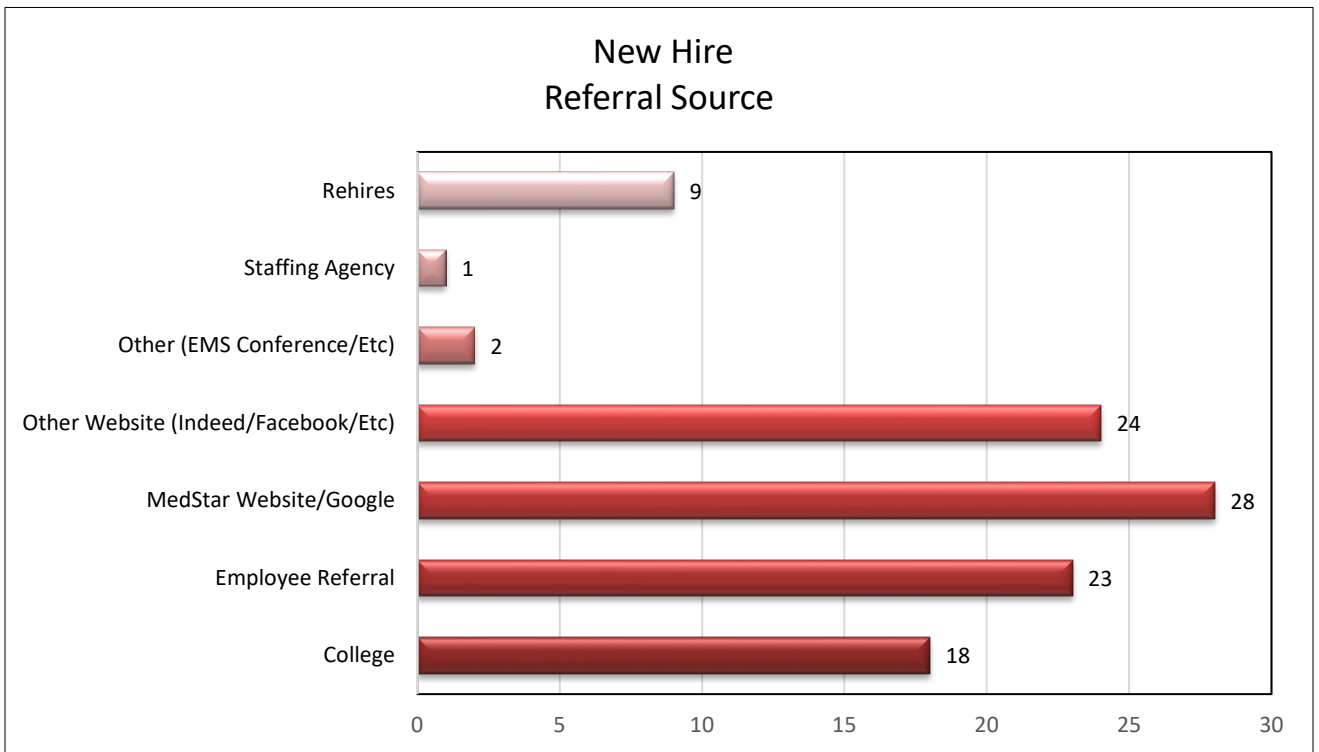
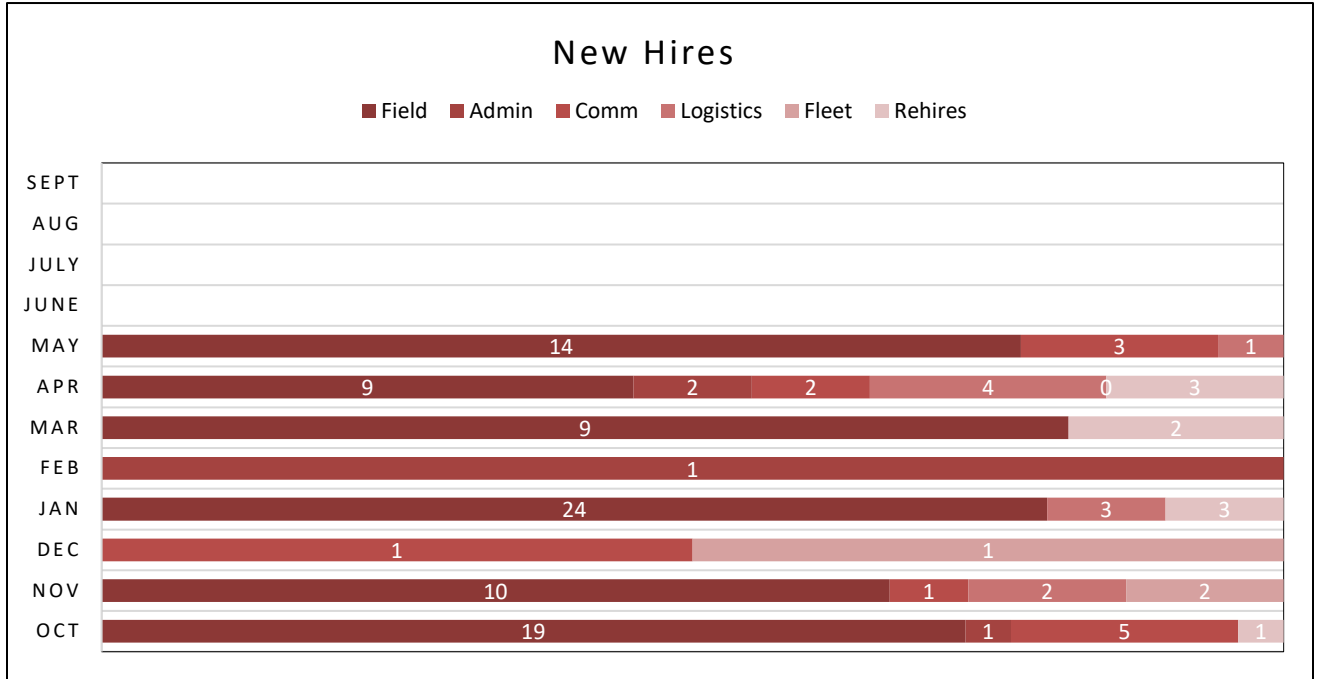




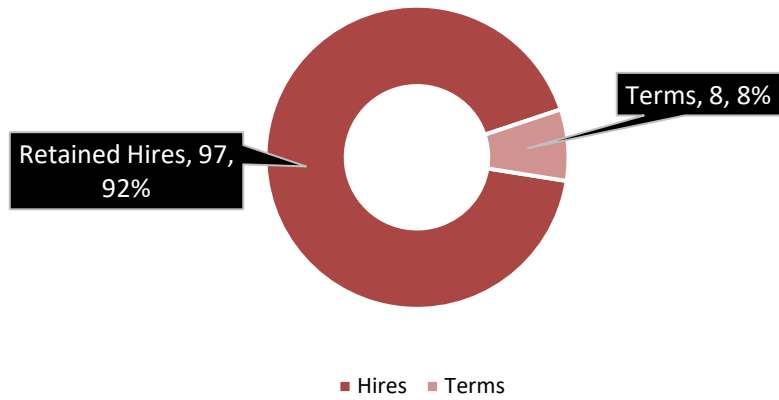


Recruiting & Staffing Report

Fiscal Year 2023-2024



2023-2024 FY Separations



Fiscal Year Statistics
Total hires to date 105
Total separations from hires

Separation Reasons:

- Attendance – 1**
- Performance – 2**
- Personal – 1**
- Other Job – 3**
- Relocation – 1**

FMLA Leave of Absence (FMLA Detailed Report)
Fiscal Year 10/01/2023 thru 05/31/2024
Percentages by Department/Conditions

Conditions	
Digestive	1
FMLA - Child	2
FMLA - Spouse	6
Internal Medicine	2
Neurological	3
Obstetrics/Gynecology	9
Oncology	2
Orthopedic	10
Pulmonary	2
Grand Total	37

Percentage by Department					
Department	# of Ees	# on FMLA	% by FTE	% by FMLA	% by Dept HC
Advanced	157	15	2.85%	40.54%	9.55%
Basic	205	8	1.52%	21.62%	3.90%
Business Office	11	1	0.19%	2.70%	9.09%
Communications	46	4	0.76%	10.81%	8.70%
Controller - Payroll, Purchasing, A/P	6	1	0.19%	2.70%	16.67%
Field Managers/Supervisors - Operations	24	2	0.38%	5.41%	8.33%
Support Services - Facilities, Fleet, S.E., Logistics	27	5	0.95%	13.51%	18.52%
Office of the Medical Director	13	1	0.19%	2.70%	7.69%
Grand Total	489	37			
Total # of Full Time Employees - May 2024	526				
% of Workforce using FMLA	7.03%				
TYPE OF LEAVES UNDER FMLA	# of Ees	% on Leave			
Intermittent Leave	15	40.54%			
Block of Leave	22	59.46%			
Total	37	100.00%			

MedStar Mobile Health Care Separation Statistics May 2024

	Current Month			Year to Date			YTD Compared to May'23		Headcount
	Vol	Invol	Total	Vol	Invol	Total	May'23	%	May-23
Full Time Separations	11	3	14	45	13	58	57	11.73%	486
Part Time Separations	0	0	0	7	1	8	32	68.09%	47
Total Separations	11	3	14	52	14	66	89	16.70%	533
							Difference	-5.202%	

	Full Time	Part Time	Total	Full Time	Part Time	Total
Total Turnover %	2.66%	0.00%	2.44%	11.03%	16.67%	11.50%
Voluntary Turnover %	2.09%	0.00%	1.92%	8.56%	14.58%	9.06%

Separations by Department

Full Time	Vol	Invol	Total	Current Month			Year to Date			Headcount
				Vol	Invol	Total	Vol	Invol	Total	May-24
Advanced	0	2	2	10	5	15	157			
Basics	5	1	6	17	4	21	205			
Business Office	1	0	1	4	0	4	11			
Communications	1	0	1	3	1	4	46			
Controller - Payroll, Purchasing, A/P							6			
Deployment	1	0	1	1	0	1	2			
Executives							5			
Field Manager/Supervisors - Operations	1	0	1	1	0	1	24			
Field Operations Other							8			
Health Information Systems							2			
Human Resources	1	0	1	1	0	1	5			
Information Technology							2			
Legal/Compliance							2			
Mobile Integrated Health							10			
Office of the Medical Director				1	0	1	13			
Public Information							1			
Support Services - Facilities, Fleet, S.E., Logistics	1	0	1	7	3	10	27			
Total	11	3	14	45	13	58	526			

Part Time	Current Month			Year to Date			Headcount
	Vol	Invol	Total	Vol	Invol	Total	May-24

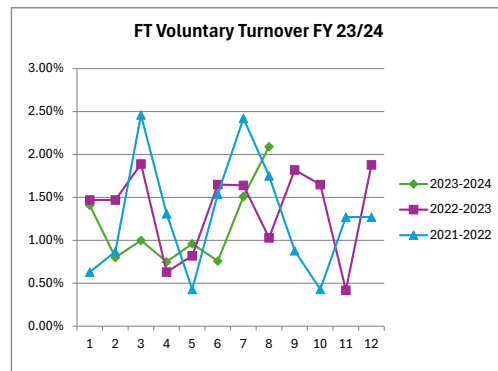
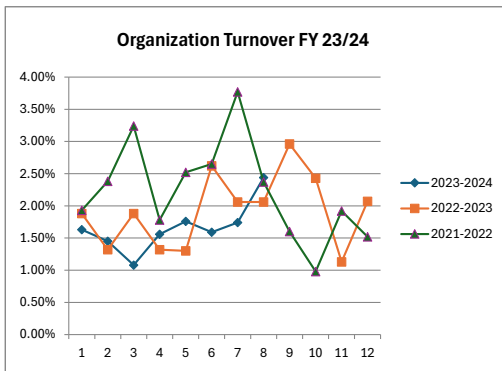
Advanced			
Basics			
Business Office			
Communications			
Controller - Payroll, Purchasing, A/P			
Executives			
Field Manager/Supervisors - Operations			
Field Operations Other			
Health Information Systems			
Human Resources			
Information Technology			
Legal/Compliance			
Mobile Integrated Health			
Office of the Medical Director			
Public Information			
Support Services - Facilities, Fleet, S.E., Logistics			
Total	0	0	0

	3	0	3	20
	3	1	4	19
				3
				1
	1	0	1	5
	7	1	8	48

MedStar Mobile Healthcare Turnover
Fiscal Year 2022 - 2023

	Full & Part Time Turnover			Full Time Only
	2023-2024	2022-2023	2021-2022	2023-2024
October	1.63%	1.88%	1.93%	1.61%
November	1.45%	1.32%	2.38%	1.00%
December	1.08%	1.88%	3.24%	1.00%
January	1.56%	1.32%	1.78%	1.50%
February	1.76%	1.30%	2.52%	1.53%
March	1.59%	2.62%	2.65%	0.95%
April	1.74%	2.06%	3.77%	1.69%
May	2.44%	2.06%	2.37%	2.66%
June		2.96%	1.60%	
July		2.43%	0.98%	
August		1.13%	1.92%	
September		2.07%	1.52%	
Actual Turnover	11.50%	22.01%	24.57%	11.03%

	Full Time Voluntary Turnover		
	2023-2024	2022-2023	2021-2022
October	1.41%	1.47%	0.63%
November	0.80%	1.47%	0.87%
December	1.00%	1.89%	2.46%
January	0.75%	0.63%	1.31%
February	0.96%	0.82%	0.43%
March	0.76%	1.65%	1.54%
April	1.51%	1.64%	2.42%
May	2.09%	1.03%	1.75%
June		1.82%	0.88%
July		1.65%	0.43%
August		0.42%	1.27%
September		1.88%	1.27%
Actual Turnover	8.56%	13.20%	15.25%



Tab E – FRAB

Tab F – Operations

Metropolitan Area EMS Authority dba MedStar Mobile Healthcare

Operations Report- May 2024

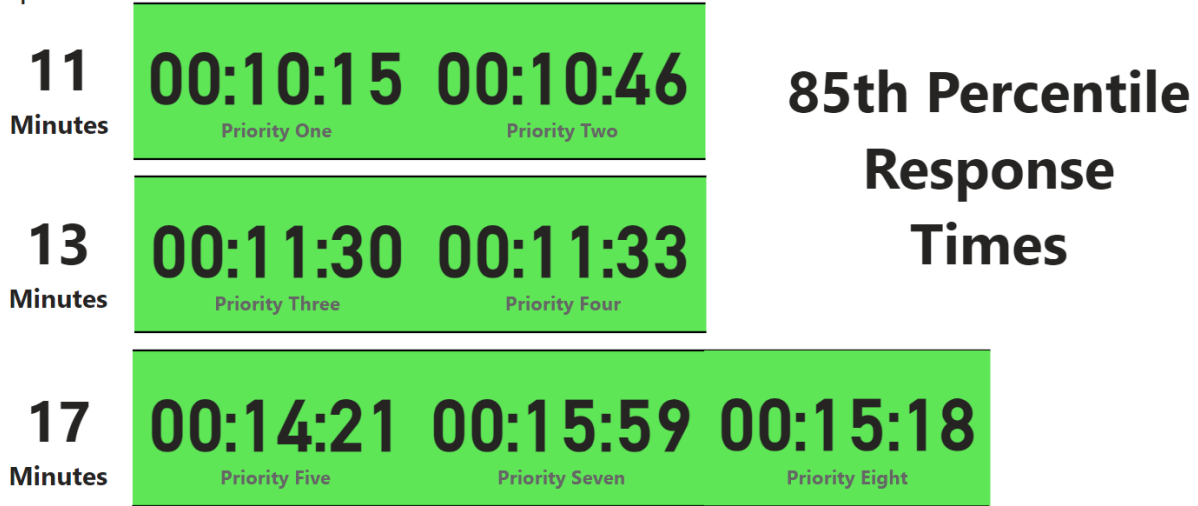
The following summarizes significant operational items through May 31st, 2024.

Operational Excellence	Measure	FY24 Plan	FY24 YTD
Measurable high performance is achieved through disciplined execution of efficient processes.	Compliance Response Priority 1	<u>11:00 @ 85%</u>	0:10:33
	911 calls answered <15 seconds	≥ 90%	95%
	Compliance to ACE standards	≥ 95%	96%

Ambulance 911 Response Times

May 2024

Compliance Goal



Response times measured from phone answer time to arrival on scene.

System Wide 85th	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24
Priority 1	0:10:34	0:10:54	0:10:53	0:10:31	0:10:38	0:09:57	0:10:41	0:10:15
Priority 2	0:11:12	0:11:23	0:11:24	0:11:12	0:10:43	0:10:22	0:10:34	0:10:46
Priority 3	0:12:33	0:12:30	0:12:03	0:12:07	0:11:25	0:11:05	0:11:14	0:11:30
Priority 4	0:11:39	0:11:44	0:11:41	0:12:15	0:11:29	0:10:38	0:11:06	0:11:33
Priority 5	0:14:53	0:15:17	0:15:12	0:14:57	0:14:02	0:13:35	0:13:57	0:14:21
Priority 7	0:16:07	0:16:51	0:16:14	0:17:16	0:15:37	0:14:44	0:15:38	0:15:59
Priority 8	0:15:54	0:16:08	0:16:07	0:15:46	0:15:14	0:14:08	0:15:04	0:15:18

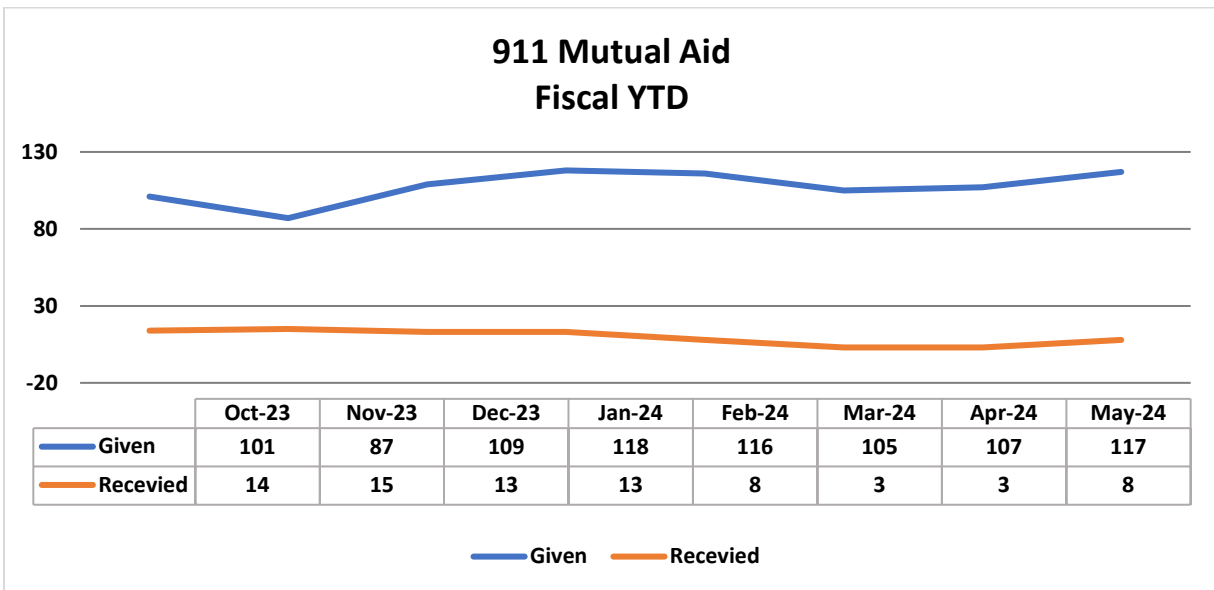
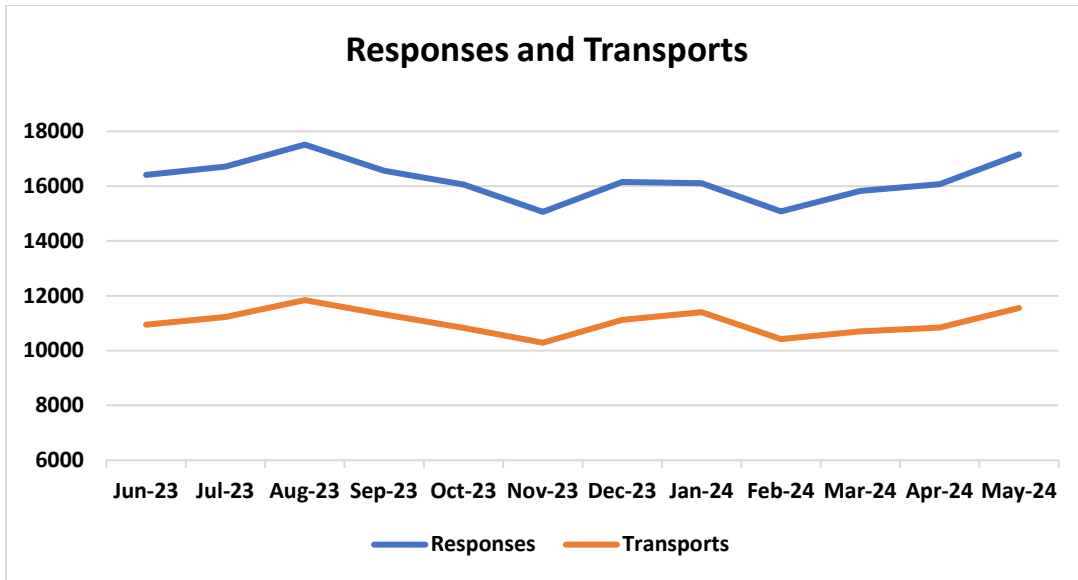
Response times measured from phone answer time to arrival on scene.

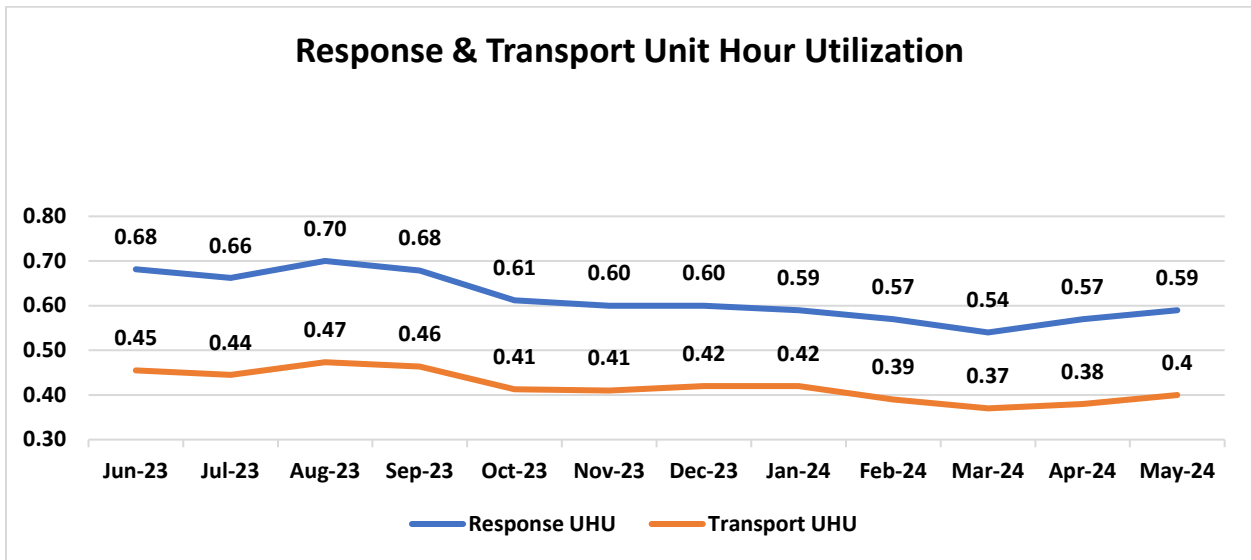
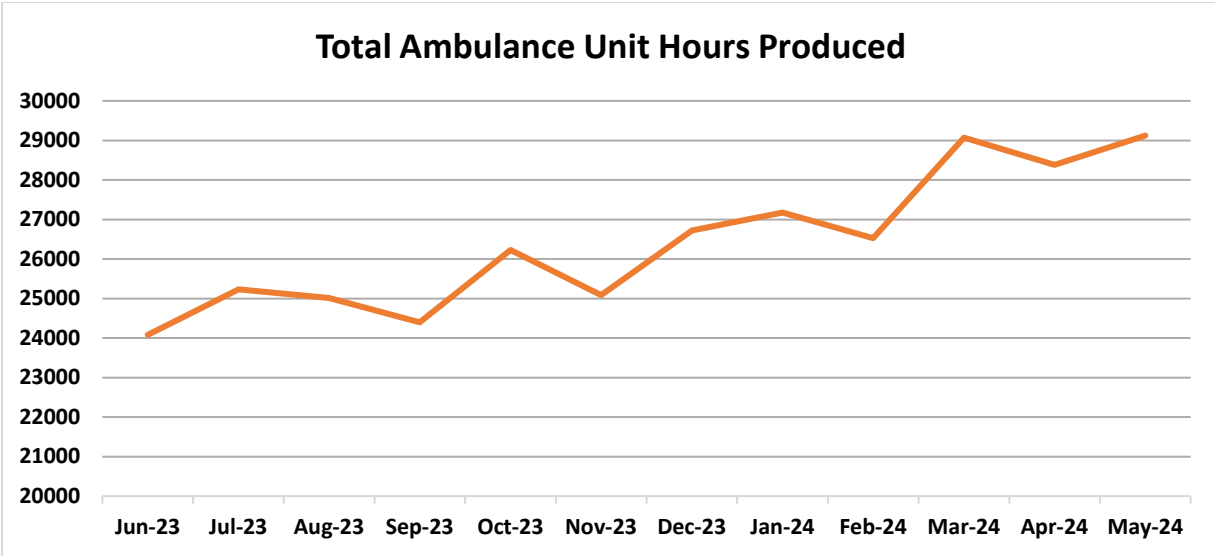
System Wide 90th	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24
Priority 1	0:11:33	0:11:42	0:12:07	0:11:10	0:11:33	0:10:39	0:11:22	0:11:01
Priority 2	0:12:12	0:12:34	0:12:28	0:12:15	0:11:36	0:11:12	0:11:24	0:11:36
Priority 3	0:13:43	0:13:30	0:12:55	0:12:59	0:12:26	0:12:00	0:12:28	0:12:32
Priority 4	0:12:42	0:12:50	0:13:01	0:13:37	0:12:53	0:11:37	0:12:22	0:12:38
Priority 5	0:16:24	0:16:42	0:16:36	0:16:22	0:15:17	0:14:56	0:15:16	0:15:41
Priority 7	0:18:14	0:18:56	0:18:46	0:19:40	0:17:27	0:16:07	0:16:58	0:17:59
Priority 8	0:17:48	0:17:35	0:18:24	0:17:50	0:16:49	0:15:46	0:16:27	0:16:47

Response times measured from phone answer time to arrival on scene.

Field Operations:

Ambulance Metrics





UHU Measured By:

Response UHU: #Responses/#Produced Unit Hours

Transport UHU: #Transports/#Produced Unit Hours

Fleet/Logistics/Building Maintenance:

Logistics:

Daily Kit Inventory Log May 2024



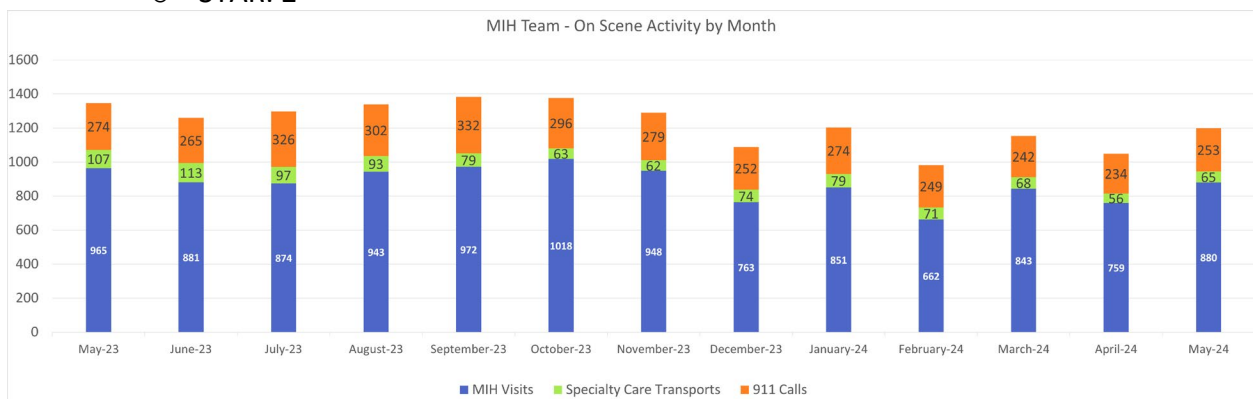
Special Operations:

- Completed **91** standby events **May 2024**
 - Multiple events at TCU and Bass Hall
 - Mayfest
 - Ubbi Dubbi
 - Multiple High School and College Commencement Ceremonies
 - PBR Finals Events at Cowtown Coliseum
 - Multiple school career days
 - USA Gymnastics at Dickies Arena

Mobile Integrated Health:

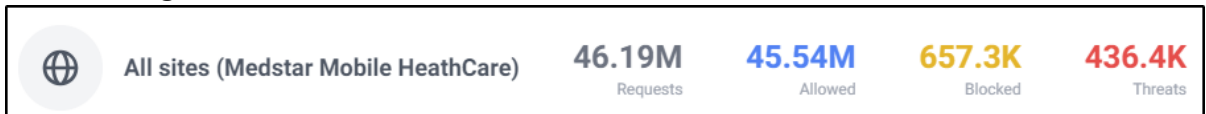
- 1,398 clients are currently enrolled

- Admission/Readmission Avoidance: 6
- Episodic Care Coordination: 834
- High Utilization Group (HUG): 54
- Hospital at Home: 3
- Specialized High Utilization Group: 14
- STAR: 9
- StarSaver Plus: 403
- 52 clients are pending enrollment
 - Admission/Readmission Avoidance: 1
 - High Utilization Group (HUG): 16
 - Overdose Response Team: 30
 - Specialized High Utilization Group: 3
 - STAR: 2

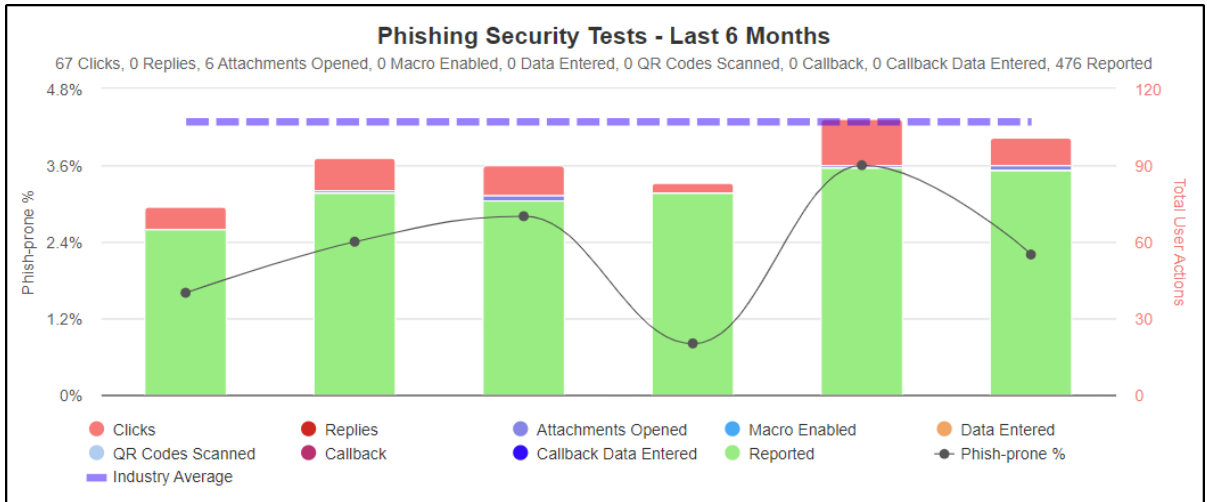


Information Technology:

- Completed draft budget for the upcoming fiscal year.
- Working with the City of Fort Worth on infrastructure inventory and 911 Systems Working Group.
- Executing the network segmentation project to improve the infrastructure security posture.
- Migrating older files to archives.
- Web filtering stats:



- Security Awareness Campaign:



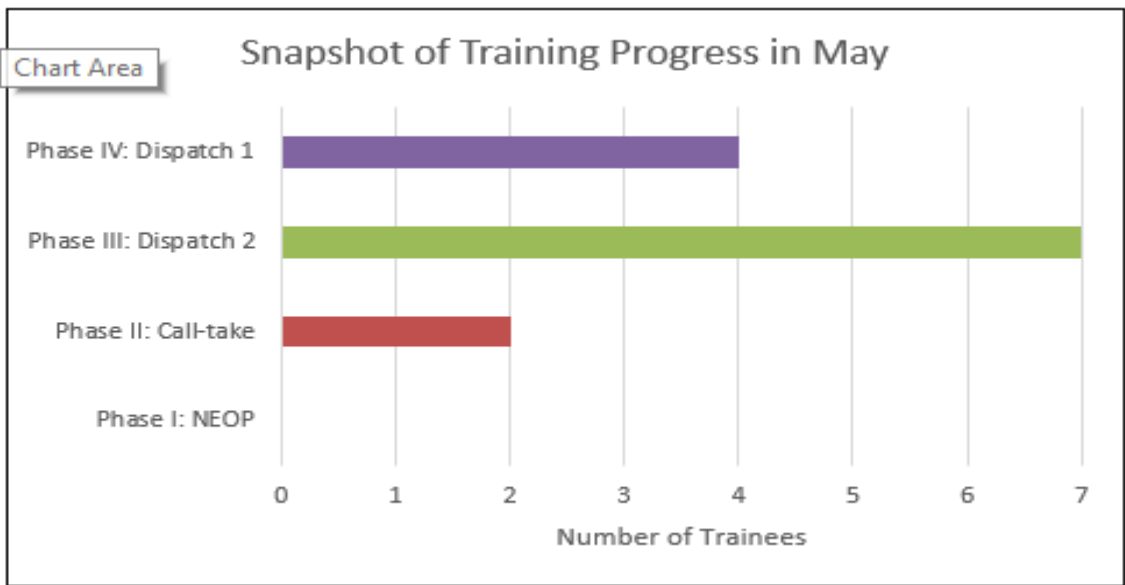
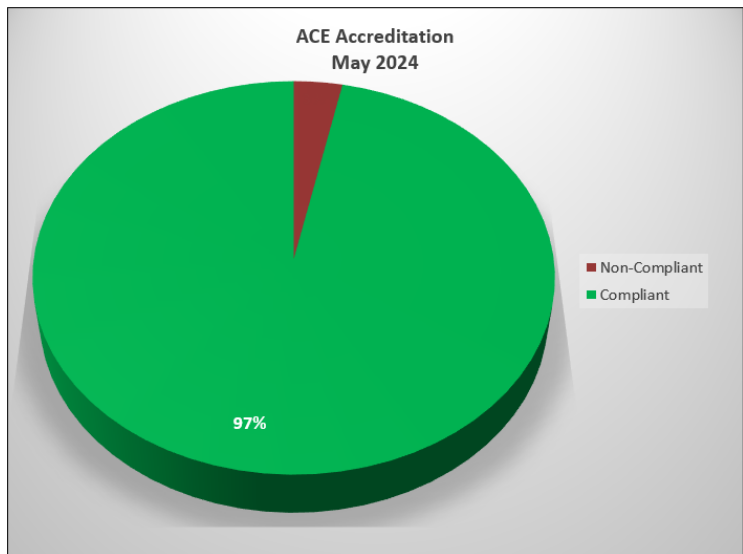
Business Intelligence:

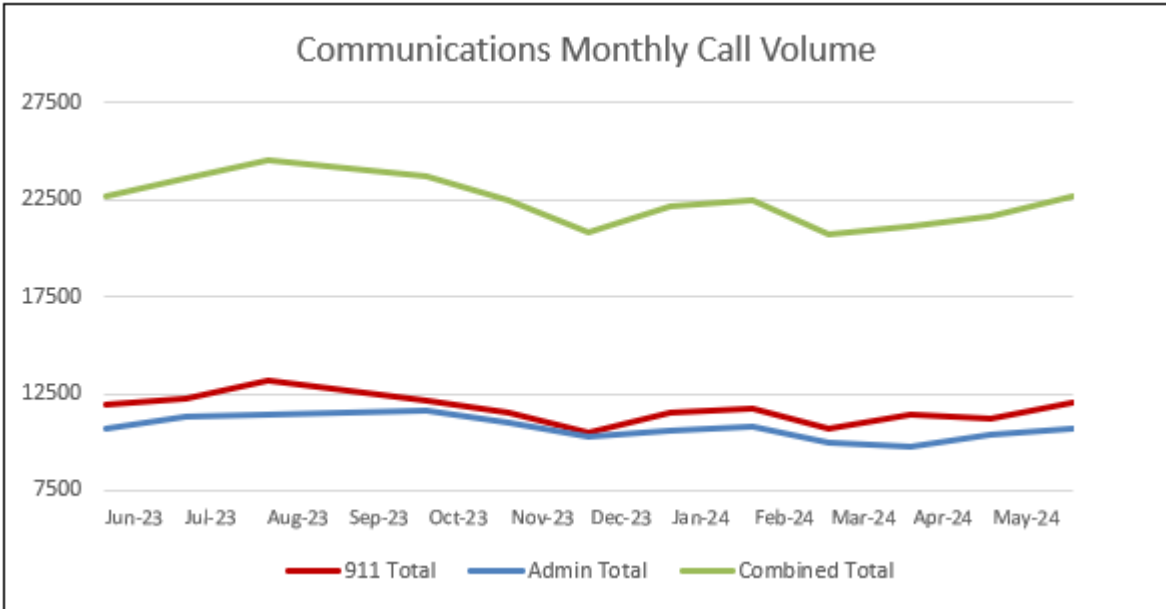
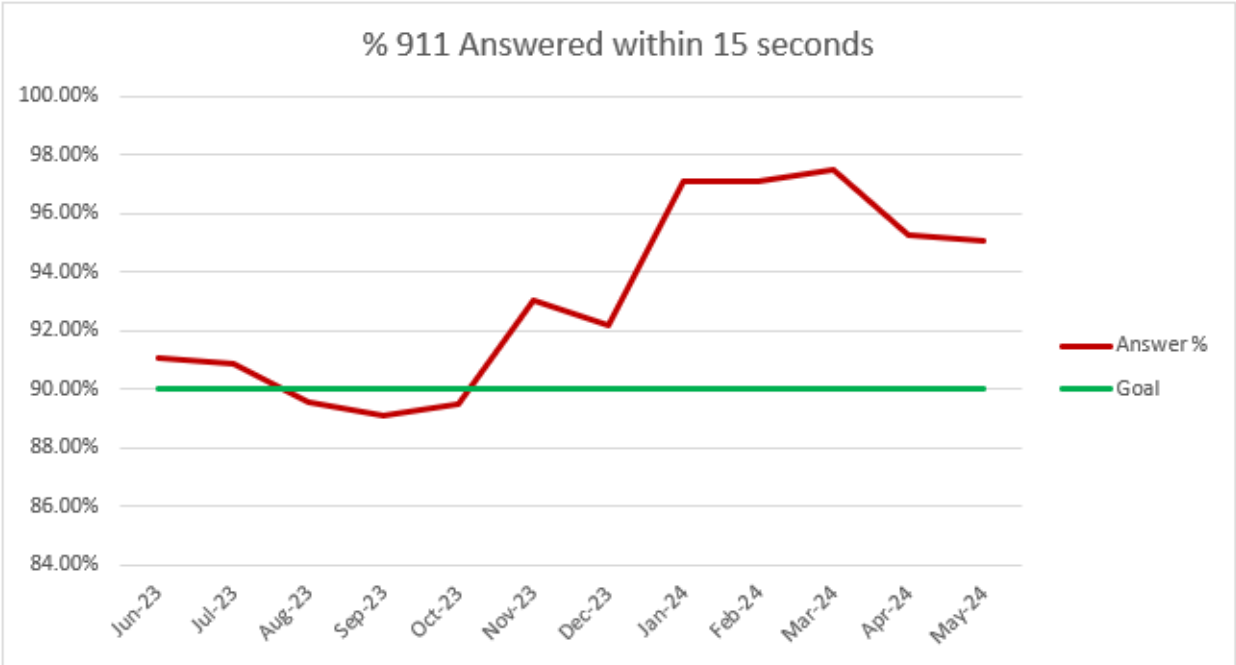
In addition to various data pull requests, deployment planning, and response time compliance QI/reporting, analysts are currently committed to:

- Maintenance/support of previously constructed projects

Communications Center:

- Remain compliant with EMD protocol and IAED Accredited Center of Excellence (ACE) Standards.
- Continuous focus on answering 90% of all 911 calls in 15 seconds or less.
- Ongoing training of twelve (12) controllers.
- Begin the process of gaining CJIS clearance for all Communications team members.





Tab G – Compliance and Legal

Legal Team Report

May 14, 2024- June 14, 2024

Compliance Officer Duties

- Assisted multiple MAEMSA jurisdiction Police departments with multiple criminal investigations, records requests, missing persons investigations, and obtained crew member statements, witness interviews as needed.
- Assisted Tarrant County Medical Examiner's office with multiple death investigations, and records requests.
- Processed nine narcotic anomalies.
- Maintained DSHS license roster, unit status, and various changes as needed.
- Conducted DSHS random unit inspections in the field. All units passed inspection without any deficiencies.

Paralegal Duties

- 17 DFPS reports were filed for suspected abuse, neglect, or exploitation.
- Provided internal legal support for MedStar Executive team, and processed requests regarding legal matters.
- Assisted Legal Counsel in preparation for litigation.
- 4 Subpoenas(s) served for witness appearance.
- 3 pre-trial meetings held with the Tarrant Co. District Attorney's Office.
- Conducted 3 court appearances as states witness in criminal cases.
- Reviewed multiple legal & privacy matters with field staff, HR, OMD; consulted with Legal Counsel, and provided legal guidance as needed.
- Drafted, reviewed, negotiated, and executed multiple agreements with outside parties for various goods and services.
- Prepared response to TX HHS OIG for Medicaid audit (on going).

Chad Carr
Compliance Officer
Paralegal to Legal Counsel
EMT-P, CACO, CAPO, CRC

Tab H – EPAB

COMMONLY USED ACRONYMS

A

ACEP – American College of Emergency Physicians
ACEP – American Academy of Pediatrics
ACLS – Advanced Cardiac Life Support
AED – Automated External Defibrillator
ALJ – Administrative Law Judge
ALS – Advance Life Support
ATLS – Advanced Trauma Life Support

B

BLS – Basic Life Support
BVM – Bag-Valve-Mask

C

CAAS – Commission on Accreditation of Ambulance Services (US)
CAD – Computer Aided Dispatch
CAD – Coronary Artery Disease
CCT – Critical Care Transport
CCP – Critical Care Paramedic
CISD – Critical Incident Stress Debriefing
CISM – Critical Incident Stress Management
CMS – Centers for Medicare and Medicaid Services
CMMI - Centers for Medicare and Medicaid Services Innovation
COG – Council of Governments

D

DFPS – Department of Family and Protective Services
DSHS – Department of State Health Services
DNR – Do Not Resuscitate

E

ED – Emergency Department
EKG – ElectroCardioGram
EMD – Emergency Medical Dispatch (protocols)
EMS – Emergency Medical Services
EMT – Emergency Medical Technician
EMTALA – Emergency Medical Treatment and Active Labor Act
EMT – I – Intermediate
EMT – P – Paramedic
ePCR – Electronic Patient Care Record
ER – Emergency Room

F

FFS – Fee for service
FRAB – First Responder Advisory Board
FTE – Full Time Equivalent (position)
FTO – Field Training Officer
FRO – First Responder Organization

G

GCS – Glasgow Coma Scale
GETAC – Governor’s Emergency Trauma Advisory Council

H

HIPAA – Health Insurance Portability & Accountability Act of 1996

I

ICD – 9 – International Classification of Diseases, Ninth Revision
ICD -10 – International Classification of Diseases, Tenth Revision
ICS – Incident Command System

J

JEMS – Journal of Emergency Medical Services

K

L

LMS – Learning Management System

M

MAEMSA – Metropolitan Area EMS Authority
MCI – Mass Casualty Incident
MI – Myocardial Infarction
MICU – Mobile Intensive Care Unit
MIH – Mobile Integrated Healthcare

COMMONLY USED ACRONYMS

N

NAEMSP – National Association of EMS Physicians
NAEMT – National Association of Emergency Medical Technicians
NEMSAC – National EMS Advisory Council (NHTSA)
NEMSIS – National EMS Information System
NFIRS – National Fire Incident Reporting System
NFPA – National Fire Protection Association
NIMS – National Incident Management System

O

OMD – Office of the Medical Director

P

PALS – Pediatric Advanced Life Support
PHTLS – Pre-Hospital Trauma Life Support
PSAP – Public Safety Answering Point (911)
PUM – Public Utility Model

Q

QRV – Quick Response Vehicle

R

ROSC – Return of Spontaneous Circulation
RFQ – Request for Quote
RFP – Request for Proposal

S

SSM – System Status Management
STB – Stop the Bleed
STEMI – ST Elevation Myocardial Infarction

T

U

V

VFIB – Ventricular fibrillation; an EKG rhythm

W

X/Y/Z